

NON-EXECUTIVE DIRECTOR, POSITION DESCRIPTION – AUSTRALIAN FENCING FEDERATION

POSITION TITLE: Non-Executive Director

ORGANISATION: Australian Fencing Federation Ltd

TERM: Four year term

REPORTS TO: Chair and Board of Directors

TIME COMMITMENT: Board meetings, committee meetings, the Annual General Meeting and reasonable preparation time between meetings

REMUNERATION: Voluntary, in line with standard Board terms

About the Australian Fencing Federation (AFF)

Fencing Australia is the national sporting organisation responsible for the governance, development and promotion of the sport of fencing across Australia. It works with State and Territory associations, clubs, athletes, coaches, officials, government and commercial partners to grow participation, deliver high performance outcomes and ensure the sport is well governed and financially sustainable.

Our key priorities are:

- Fencing for Everyone: Promoting inclusivity, diversity, and lifelong participation in fencing.
- Excellence in Governance and Safe Sport: Upholding integrity and best practices in governance while prioritising safety for all participants.
- Growth through Development and Innovation: Enhancing performance, participation, and sustainability with innovative approaches.
- Connection to Community and Country: Strengthening the Australian Fencing Federation's connection, and contribution, to society and the environment.

Position Purpose

The AFF Board is seeking to appoint a new Non-Executive Director for a four year term. Following a recent review of its Board Skills Matrix, the Board has identified specific skill gaps it wishes to address through this appointment. The successful candidate will bring genuine Board and Governance experience alongside strong capability in one or more of the priority technical skill areas set out below, and will contribute to the strategic oversight, governance and sustainability of the organisation.

Eligibility

To be eligible for appointment a candidate must:

- Meet the key selection criteria
- agree to be bound by the Constitution and the Policies
- not be an employee of the Company, a Member State or an Affiliated Member; or
- not hold an Official Position with a Member State or an Affiliated Member;
- not have, directly or indirectly, a material ownership or financial interest in a business or have a contractual relationship with, the Company, a Member State or an Affiliated Member.

Key selection criteria

Essential:

- Significant experience as a Director or senior executive, with demonstrated understanding of Board governance, fiduciary duty and strategic oversight.
- Strong capability in Financial Management or Commercial and Partnerships, evidenced by relevant qualifications or at least five years of directly relevant experience.

- A collaborative, evidence based approach to Board decision making and a genuine commitment to the growth of fencing in Australia.

Highly regarded:

- Risk Management experience, including oversight of enterprise risk frameworks.
- Experience in Government and Government Relations, including engagement with Ministers, government departments or funding bodies.
- Experience in Public Relations, Media & Communications.
- Experience in Marketing and Branding.
- Experience in Strategic Planning at Board or senior executive level.

Desirable:

- Experience in Philanthropy and fundraising.
- Prior experience within a national or state sporting organisation, or a comparable membership based or not for profit organisation.

Key responsibilities

- Contribute to the development, approval and regular review of Fencing Australia's strategic plan.
- Provide sound governance oversight in accordance with the Australian Sports Commission's Sport Governance Standards and Fencing Australia's constitution.
- Oversee financial performance, budgets and risk management frameworks in conjunction with the Board and relevant committees.
- Represent Fencing Australia's interests to government, industry and community stakeholders where required.
- Participate in Board and committee meetings, and contribute to sound, well informed decision making.
- Support the Chief Executive Officer and executive team through constructive strategic input while respecting the distinction between governance and management.
- Uphold the values, integrity and reputation of Fencing Australia at all times.

Key relationships

Internal: Chair and Board of Directors, Board committees, Chief Executive Officer and executive team, State and Territory fencing associations.

External: Australian Sports Commission, government departments and agencies, commercial and philanthropic partners, media, and the broader fencing community.

Qualifications and experience

- Relevant tertiary qualifications or equivalent senior executive or Board level experience.
- A demonstrated record of sound governance, integrity and ethical decision making.
- Willingness to complete a Working with Children Check and comply with Fencing Australia's Member Protection and Integrity Framework.

How to apply

Interested candidates should submit a current resume and a cover letter addressing the key selection criteria above to the AFF Nominations Committee (nominations@fencing.org.au). For a confidential discussion about the role, please contact the Nominations Committee directly at nominations@fencing.org.au.